

2.12 Signs & Flags on Residential Lots

Application Form

Legal description: Village _____ Lot _____ Blk _____ Sec _____
Address: _____
Owner: _____
Phone (Res): _____ (Day): _____
Fax: _____ Other phone: _____
E-mail: _____
Estimated Start Date: _____
Contractor Company Name: _____
Contractor's Phone: _____
Contractor's Address: _____
Contractor's E-mail: _____

HOW TO APPLY

1. Complete and sign this application.
2. Provide brochures, drawings, or photographs of the sign and/or flag.
3. Attach a copy of your property survey noting to scale the location of the proposed sign and /or flag.
4. Attach a copy of your plan and elevation drawings. They should be to scale and include dimensions. To speed processing, provide as much information as possible.
5. Please visit our web site to check the posted agendas of the Plan Review Committee meetings at www.thewoodlandstowship-tx.gov. Submission **does not** guarantee posting on the upcoming agenda.

Gray Area For Office Use	APPLICANT INFORMATION - PLEASE PROVIDE THE FOLLOWING:
	Are any trees over 6 inches in diameter as measured 2 feet from the ground proposed for removal? (yes/no) If yes, how many? _____. Please indicate the location of the trees on the property survey.
	Does the proposed improvement respect the required easements, set back and building lines? (yes/no)
	Type of improvement proposed (circle all that apply): address sign, lighted address sign, real estate sign, contractor's sign, safety sign, youth activity sign, flag, other _____.
	Flag Specifications: Overall height of pole when installed (from grade to peak): _____ ft. Distance from dwelling: _____ ft. Pole type (please circle): aluminum, steel, plastic, other _____. Pole color: _____ Accent or trim? Explain _____ Accent lights? Explain _____
	Sign Specifications: Dimensions: height _____ length _____ width _____. Overall height from grade to sign peak when mounted: _____ ft. Distance from dwelling: _____ ft. Is the proposed sign one or two sided? _____ Proposed sign colors: background _____ trim or accent _____ lettering _____ Accent lights? Explain _____

OWNER CERTIFICATION AND HOLD HARMLESS AGREEMENTS

1. The information set out above and included with this Application is accurate and complete.
2. The improvements will be completed in accordance with the approved application.
3. The improvements will not affect existing surface water flows at the lot boundaries.
4. Agents or employees of The Woodlands Township have my permission to enter the property during normal business hours to inspect construction of the improvements.
5. Construction is not to begin until approval has been received from the Plan Review Committee

Owner understands that The Woodlands Township does not review plans for compliance with applicable laws or codes, and that it is the duty of the owner and the owner's contractors or consultants to design and construct the proposed improvements according to applicable laws, codes and sound practices. Owner hereby releases and agrees to hold The Woodlands Township, The Development Standards Committee, and their agents and employees harmless from any cost or liability arising out of the review or approval of plans for the proposed improvements.

Owner Signature

Date

Contractor Signature (optional)

Date

NOTE: Construction must be completed within 120 days of Plan Approval

(For Office Use Only)

Staff Approval Verification

Date _____ Int. _____ Int. _____

Committee Action _____

(date)

____ Approved _____ Deferred
____ Conditionally Approved _____ Returned
____ Disapproved

Supplemental Action _____

(date)

____ Approved _____ Deferred
____ Conditionally Approved _____ Returned

